

WILKINSBURG BOROUGH COUNCIL MEETING
Work Session
November 28, 2012

CALL TO ORDER

President Cohn called the meeting to order at approximately 7:05 PM in Council Chambers, second floor of the Municipal Building, 605 Ross Ave., Wilkesburg, PA.

ROLL CALL

The roll was called to establish a quorum. Council members present were: Ms. Evans, Ms. Trice, Ms. McCarthy-Johnson, Mr. Lefebvre, Ms. Macklin, and President Cohn. Marla P. Marcinko, Borough Manager, Mayor John Thompson, Ms. Ervin, Ms. Moore, and Ms. Goodman were absent. President Cohn spoke to Ms. Goodman and she will be late coming from work. A quorum was established.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, a moment of silence was observed to remember victims of violent crime.

President Cohn asked that comments be limited to three minutes for each speaker.

PUBLIC COMMENT

Theresa Carroll – Stated that she is having a problem with Ms. Marcinko. She stated that there were real estate tax monies due to her. Mr. Egler stated that money was refunded to Ms. Carroll by Berkheimer.

Wibert Wright – 1315 Clark St. – Commented on an application to Habitat for Humanity for home repairs. He urged homeowners to maintain homeowner's insurance. He commented on problems he is having with Portnoff Law Associates in obtaining a refund. Mr. Egler has spoken with Portnoff and informed Mr. Wright that there are liens which have been filed by the school district.

Ms. Moore, Ms. Ervin and Ms. Goodman arrived at approximately 7:30 p.m.

Kate Granneman – Extended an invitation to participate in Christmas caroling. Ms. Granneman provided a brief history of her efforts to continue what MADDAD's started five years ago in the Hamnett Square neighborhood. Her group will begin at the corner of Whitney Avenue and Pennwood Street on Saturday December 15, 2012 at 5:30-6:30 p.m.

**Borough of Wilkinsburg
Council Work Session Meeting
November 28, 2012**

AGENDA ITEMS

Finance

1. Discussion - Pension Board appointment – At-large resident.

Mr. Lefebvre opened the discussion and informed Council of the receipt of one Talent Bank Application.

Ms. Trice inquired as to where the position was advertised. Mr. Lefebvre responded that the vacancies for boards and commissions were advertised at one time and he had no further specifics.

2. Discussion – Assigning finance functions for Library operations to Finance Department.

Ms. Macklin requested clarification and expressed concerns relating to library funding and current staffing and skill set. Mr. Egler is reviewing the funding issue with Betsey Swartz and is concerned about the administrative functions that will require more of his time. He recommended more discussion and suggested that a library employee assist with the finance functions. Ms. Macklin commented on the segregation of duties and the need for an accounting professional. Mr. Egler informed Council of a software problem from 2007 and 2010 that is being corrected. President Cohn suggested more conversation between the Library and Finance Department along with the Borough Manager regarding library operations. Ms. Evans commented that a consensus of Council to move forward with the discussion is needed and that she is in agreement to do so.

Ms. Macklin raised the issue about management employees contributing to healthcare costs. She is concerned that Union employees and tax payers are paying the costs. Ms. Macklin is asking Council for a resolution to change that in 2013.

Public Safety

1. Discussion – On-street parking on Penn Ave.

Vice-President McCarthy-Johnson opened the discussion and introduced Police Chief Ophelia Coleman to speak. Chief Coleman informed Council of a check that is missing in the amount of \$3,000. She further informed Council the Police Department is losing \$52,000 on November 30, 2012 as a result of this. The check has been cashed. Mr. Egler has looked into the matter. Chief Coleman commented on the requirement to record the monies in a separate account.

**Borough of Wilkinsburg
Council Work Session Meeting
November 28, 2012**

Chief Coleman informed Council of a parking problem on Penn Avenue. A study was performed to determine the amount of revenue received from the parking meters. She informed Council that the Borough is losing money on the meters. Most people are walking and not parking on Penn Avenue. She is requesting the meters on Penn Avenue be removed. Parking lots will remain metered lots.

Ms. Macklin suggested to survey patrons and businesses. Ms. Macklin is concerned about the impact on the redevelopment of the business district and potential impediment to "stop and shop". Ms. Evans commented on her continued efforts to obtain funding for a traffic circulation study. Ms. Evans commented on the under utilization of off-street parking. Ms. Evans commented that safety issues need to be taken into consideration and concurs with Chief Coleman. Ms. Goodman questioned if parking is causing accidents and problems. Chief Coleman stated that the study proved most patrons of the businesses on Penn Avenue are not parking in front of the businesses. Chief Coleman's primary concern is public safety. Ms. Ervin suggested a trial period by covering the meters. David Gilliland commented that passing on the right will be a problem. Ms. Macklin suggested pedestrian crosswalks and pedestrian signals.

2. Discussion – Establishing a four-way intersection at Biddle Avenue and Mifflin Avenue.

Vice-President McCarthy-Johnson informed Council of a request to look at Biddle Avenue and Mifflin Avenue for a four-way stop intersection. David Gilliland, Borough Engineer, informed Council that one out of the four criteria has been met. The intersection has an inadequate sight distance of 96 feet with a traffic count that exceeds 400 vehicles per day.

Concerns were expressed regarding the intersection of Hill and Coal. David Gilliland, Borough Engineer, recommended DPW post signs that read "traffic from the right does not stop; traffic from the left does not stop" "opposing traffic does not stop". Chief Ophelia Coleman recommends a flashing signal.

Ms. Trice asked Council to consider Park Avenue and the bend at Swissvale Avenue. There has been conversation at Montier Avenue for a stop sign and flashing signal.

Ms. Ervin commented that there are sight distance issues at Glenn Avenue and Montier Street due to high hedges.

Capital Planning

1. Update on status of capital improvement projects.

Ms. Evans asked that David Gilliland, Borough Engineer, provide his report to Council. A copy was included in the agenda packet. Mr. Gilliland explained the construction

**Borough of Wilkinsburg
Council Work Session Meeting
November 28, 2012**

process for the Center Street and Woodworth Street sewer project. He asked Council to refer any odor complaints to him.

Ms. Macklin questioned the status of the ALCOSAN consent decree and where the Borough stands. Mr. Gilliland explained that the plan is not yet finalized and may not be for at least five years. He explained that the Borough is not a priority due to having separate sewer systems. Overflows from combined systems are the primary issues to be addressed.

Mr. Gilliland informed Council that the 2012 Street Reconstruction Project is complete. Ms. Ervin asked about concrete work. President Cohn asked about a problem at Center and Woodworth Streets.

Mr. Gilliland informed Council that the Demolition Project will begin on Monday.

Ms. Macklin expressed concern with monies being used for demolition from the bond proceeds.

Mr. Gilliland reported the Ferguson Park Grant through DCNR was not approved. He received feedback from DCNR as to how to improve the application for resubmission. The Borough can re-apply in April, 2013.

The Column Painting Project at the Municipal Building has been completed. The contract for automatic doors has been awarded. The doors have been ordered and will be delivered in four to six weeks. Air conditioning for the administrative offices and library as well as the renovations for the Police Department will be advertised in January.

Ms. Macklin questioned whether the electrical work for the automatic doors would be completed before Mr. McGuire retires. Mr. Gilliland responded that the work will be complete. If there are any issues with the installation, the Borough will have to hire someone.

The Wood Street Lighting Project is in progress with lighting on Wood Street back on within the next ten days.

Mr. Gilliland reported on the status of the Eastridge Library Drainage Project with bids due December 3, 2012. The Princeton Park pillar repairs are complete. The contractors are correcting the problem with the color of the mortar.

Ms. Macklin questioned funding of the Eastridge Branch Library purchase. She recommended borrowing the money at a low interest rate in order to retain more bond fund proceeds for other capital projects.

**Borough of Wilkinsburg
Council Work Session Meeting
November 28, 2012**

Council discussed air conditioning units and matters related to parks and safety. An audit of the parks was performed about a year ago with most of the issues having been resolved according to Vice-President McCarthy-Johnson. There are some equipment issues and fencing issues. Ms. Evans reported that there are monies in the budget for parks in this year's budget.

Council discussed other capital projects that are complete and projects that are in process. Ms. Macklin questioned progress on street signs and installation. She was advised that DPW is replacing street signs as needed. An estimated \$59,000 is budgeted. Ms. Evans suggested asking for a report on sign replacement.

General Matters

**1. Authorizing the advertisement of Ordinance No. 2900 – Handicap
Parking Space – 396 Center Street.**

Moved: Ms. Ervin

Second: Mr. Lefebvre

All voted in favor of the motion. Motion carried.

Ms. Macklin read aloud a resolution for management employees to contribute to healthcare benefit costs. The resolution was read as follows:

WHEREAS, the Wilkinsburg Borough provides healthcare benefits for its employees and their families.

WHEREAS, Wilkinsburg Borough Union Employees contribute to their healthcare benefits in accordance with their Union contracts.

WHEREAS, the current Wilkinsburg Borough management non-union employees, Borough Manager, assistant and directors do not contribute to any funds to their healthcare benefits.

WHEREAS, this issue was discussed at our Council personnel meeting in 2011 and again in August, 2012 and subsequently without resolution and is not included in our 2013 Budget or 2013 employee contracts.

WHEREAS, the Borough of Wilkinsburg healthcare benefit costs have increased each year by double digit percentage for several years.

WHEREAS, the current healthcare costs are shared by Wilkinsburg Union Employees and Wilkinsburg tax payers only.

**Borough of Wilkinsburg
Council Work Session Meeting
November 28, 2012**

WHEREAS, it is deemed reasonable and equitable that all employees contribute to their costs of healthcare benefit.

THEREFORE, BE IT RESOLVED that the Wilkinsburg Borough Council direct the Borough Manager, Solicitor and any other Borough representative to institute healthcare cost sharing between the Borough of Wilkinsburg and Borough management employees effective January 1, 2013.

THEREFORE, SO BE IT RESOLVED that said contribution is to represent one and one half percent (1.5 %) of the management employee's annual gross salary for their annual individual healthcare coverage and two percent (2%) of management employee's annual gross salary for their annual individual healthcare coverage for family and/or husband or wife coverage. Definition of family refers to parent and child and/or parents and children.

THEREFORE, SO BE IT RESOLVED that the Borough Manager and Finance Director initiate said contribution in all management contracts and payroll deductions effective January 1, 2013 and include said contributions in our 2013 Wilkinsburg Borough Budget.

THEREFORE, SO BE IT RESOLVED that the Borough Manager and/or her administrative personnel assistant Lawrence Focareta notify said employees on or before November 30, 2012 of the aforementioned management employee contribution.

Moved: Ms. Macklin

Second: Ms. Trice

Ms. Moore questioned the percentage of the contribution and Ms. Macklin responded that the proposed amount was based upon the union employee contribution rate and other municipalities.

Ms. Macklin believes Council should consider what it costs to employ someone including salary and benefits. Council will consider the resolution for discussion. Vice-President McCarthy-Johnson questioned how the resolution will be included in current contracts. Ms. Macklin answered contracts are extended until 2012.

A motion was made by Vice-President McCarthy-Johnson, second by Mr. Lefebvre, to table the resolution for further discussion at the next Council meeting scheduled for December 3, 2012.

It is the consensus of Council that the cost of healthcare benefits be shared by all.

Yes: Ms. Ervin, Ms. Evans, Ms. Trice, Ms. McCarthy-Johnson, Ms. Goodman, Mr. Lefebvre, Ms. Moore, Ms. Macklin, President Cohn

**Borough of Wilkinsburg
Council Work Session Meeting
November 28, 2012**

Motion carried

Vice-President McCarthy-Johnson announced the Wilkinsburg Toy Drive scheduled for this year. Donations are being accepted by contacting Ms. McCarthy-Johnson.

Ms. Evans commented on the vacant lot landscaping plan presented on Monday, November 26, 2012 by Penn State students which was very nice. Copies will be made available from the Borough Manager's office when completed.

Ms. Evans announced the WCDC Board of Directors voted at the last meeting to pursue the necessary steps to include a question on the ballot in April 2013 to allow liquor licenses in the Borough of Wilkinsburg. A public meeting will be held. President Cohn commented that Forest Hills is willing to share their information with the Borough.

Ms. Moore inquired about the 2013 meeting schedule. A draft of the schedule has been emailed to Council.

ADJOURNMENT

Being no further business, on motion by Ms. McCarthy-Johnson, second by Ms. Ervin the meeting was adjourned at approximately 9:15 PM.

Jason Cohn, Council President